

**CITY OF CARTER LAKE**  
**INDEPENDENT AUDITORS' REPORTS**  
**BASIC FINANCIAL STATEMENTS**  
**AND SUPPLEMENTARY INFORMATION**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**JUNE 30, 2012**

## Table of Contents

	<u>Page</u>
Officials	3
Independent Auditors' Report	4-5
Management's Discussion and Analysis	6-11
Basic Financial Statements:	<u>Exhibit</u>
Government-wide Financial Statement:	
Statement of Activities and Net Assets – Cash Basis	A 13-14
Governmental Fund Financial Statements:	
Statement of Cash Receipts, Disbursements and Changes in Cash Balances	B 15-16
Proprietary Fund Financial Statements:	
Statement of Cash Receipts, Disbursements and Changes in Cash Balances	C 17
Notes to Financial Statements	18-29
Other Information:	
Budgetary Comparison Schedule of Receipts, Disbursements and Changes in Balances - Budget and Actual (Cash Basis) – All Governmental Funds and Proprietary Funds	31-32
Notes to Other Information – Budgetary Reporting	33
Supplementary Information:	<u>Schedule</u>
Schedule of Cash Receipts, Disbursements and Changes in Cash Balances – Nonmajor Governmental Funds	1 35-36
Schedule of Indebtedness	2 37-38
Bond and Note Maturities	3 39-40
Schedule of Receipts by Source and Disbursements by Function – All Governmental Funds	4 41-42
Schedule of Expenditures of Federal Awards	5 43
Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	45-46
Independent Auditors' Report on Compliance with Requirements That Could Have a Direct and Material Effect on Each Major Program and on Internal Control over Compliance in Accordance with OMB Circular A-133	47-48
Schedule of Findings and Questioned Costs	49-53

# City of Carter Lake

## Officials

<u>Name</u>	<u>Title</u> <b>(Before January 2012)</b>	<u>Term Expires</u>
Russell Kramer	Mayor	January 2014
Edward Aldmeyer	Council Member	January 2012
Joseph Anderson	Council Member	January 2012
Ronald Cumberledge	Council Member	January 2012
Tim Parker	Council Member	January 2014
Barbara Melonis	Council Member	January 2014
Doreen Mowery	Clerk/Treasurer	January 2012
Lisa Ruehle	Deputy Clerk	Indefinite
Joe Thornton	City Attorney	January 2012

<u>Name</u>	<u>Title</u> <b>(After January 2012)</b>	<u>Term Expires</u>
Russell Kramer	Mayor	January 2014
Tim Parker	Council Member	January 2014
Barbara Melonis	Council Member	January 2014
Edward Aldmeyer	Council Member	January 2016
Barb Hawkins	Council Member	January 2016
Dave Huey	Council Member	January 2016
Doreen Mowery	Clerk/Treasurer	January 2014
Lisa Ruehle	Deputy Clerk	Indefinite
Joe Thornton	City Attorney	January 2013

November 26, 2012

Independent Auditors' Report

To the Honorable Mayor and  
Members of the City Council:

We have audited the accompanying financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Carter Lake, Iowa, as of and for the year ended June 30, 2012, which collectively comprise the City's basic financial statements listed in the table of contents. These financial statements are the responsibility of the City of Carter Lake's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinions.

As described in Note 1, these financial statements were prepared on the basis of cash receipts and disbursements, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash basis financial position of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Carter Lake as of June 30, 2012, and the respective changes in cash basis financial position for the year then ended in conformity with the basis of accounting described in Note 1.

Continued...

Independent Auditor's Report  
City of Carter Lake

In accordance with *Government Auditing Standards*, we have also issued our reports dated November 26, 2012 on our consideration of the City of Carter Lake's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Carter Lake's basic financial statements. We previously audited the financial statements for the two years ended June 30, 2011 (which are not presented herein) and expressed unqualified opinions on those financial statements which were presented in conformity with an other comprehensive basis of accounting. The financial statements for the seven years ended June 30, 2009 (which are not presented herein) were audited by other auditors who expressed unqualified opinions on those financial statements which were prepared in conformity with an other comprehensive basis of accounting. The supplementary information included in Schedules 1 through 5, including The Schedule of Expenditures of Federal Awards required by U.S. Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with U.S. generally accepted auditing standards. In our opinion, the supplementary information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise City of Carter Lake's basic financial statements. Management's Discussion and Analysis and the budgetary comparison information on pages 6 through 11 and 31 through 33 are presented for purposes of additional analysis and are not a required part of the basic financial statements. This information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

*Schroer & Associates, P.C.*

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## MANAGEMENT'S DISCUSSION AND ANALYSIS

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The City of Carter Lake provides this Management's Discussion and Analysis of its financial statements. This narrative overview and analysis of the financial activities is for the fiscal year ended June 30, 2012. We encourage readers to consider this information in conjunction with the City's financial statements, which follow.

### **2012 Financial Highlights**

- The City's total receipts for governmental activities decreased approximately \$3,719,000 from fiscal year 2011 to 2012. Capital grants decreased approximately \$568,000, and operating grants increased approximately \$292,000, and note proceeds decreased \$3,485,000.
- Disbursements of the City's governmental activities decreased approximately \$4,361,000 from fiscal year 2011 to fiscal year 2012. Capital projects decreased \$2,087,000, debt service decreased approximately \$3,227,000, and general government increased approximately \$733,000.
- The City's total cash basis net assets decreased by \$923,000 from June 30, 2011 to June 30, 2012. Of this amount, the assets of the governmental activities decreased approximately \$771,000 and the assets of the business type activities decreased by \$152,000.

### **USING THIS ANNUAL REPORT**

The annual report consists of a series of financial statements and other information as follows:

Management's Discussion and Analysis introduces the basic financial statements and provides an analytical overview of the City's financial activities.

The Government-Wide Financial Statement consists of a Statement of Activities and Net Assets. This statement provides information about the activities of the City as a whole and presents an overall view of the City's finances.

The Fund Financial Statements tell how governmental services were financed in the short term as well as what remains for future spending. Fund Financial Statements report the City's operations in more detail than the government-wide statement by providing information about the most significant funds.

Notes to financial statements provide additional information essential to a full understanding of the data provided in the basic financial statements.

Other Information further explains and supports the financial statements with a comparison of the City's budget for the year.

Supplementary Information provides detailed information about the non-major governmental funds and the City's indebtedness.

## **Basis of Accounting**

The City maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles. Therefore, when reviewing the financial information and discussion within this annual report, the reader should keep in mind the limitation resulting from the use of the cash basis of accounting.

## **REPORTING THE CITY'S FINANCIAL ACTIVITIES**

### *Government-wide Financial Statement*

One of the most important questions asked about the City's finances is, "Is the City as a whole better off or worse off as a result of the year's activities?" The Statement of Activities and Net Assets reports information which helps answer this question.

The Statement of Activities and Net Assets presents the City's net assets. Over time, increases or decreases in the City's net assets may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Statement of Activities and Net Assets is divided into two kinds of activities:

- Governmental Activities include public safety, public works, health and social services, culture and recreation, community and economic development, general government, debt service and capital projects. Property tax and state and federal grants finance most of these activities.
- Business Type Activities include the water works, the sanitary sewer system and garbage activities. These activities are financed primarily by user charges.

### *Fund Financial Statements*

The city has two kinds of funds:

- 1) Governmental funds account for most of the City's basic services. These focus on how money flows into and out of those funds, and the balances at year-end that are available for spending. The governmental funds include: 1) the General Fund, 2) the Special Revenue Funds, such as Road Use Tax and Tax Increment Financing, 3) the Debt Service Fund, and 4) the Capital Projects Fund. The Governmental Fund Financial Statements provide a detailed, short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs.

The required financial statements for governmental funds include a statement of cash receipts, disbursements and changes in cash balances.

- 2) Proprietary funds account for the City's Enterprise Funds. Enterprise Funds are used to report business type activities. The City maintains three Enterprise Funds to provide separate information for the Water, Sewer and Garbage funds, all considered to be major funds of the City.

The required financial statements for proprietary funds include a statement of cash receipts, disbursements and changes in cash balances.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net assets may serve over time as a useful indicator of financial position. The City's cash basis balance for governmental activities decreased from a year ago, by \$771,000 to \$1,672,000. The analysis that follows focuses on the changes in cash balances for governmental activities.

Changes in Cash Basis Net Assets of Governmental Activities (Expressed in Thousands)		
	Year ended June 30,	
	2012	2011
Receipts:		
Program receipts:		
Charges for service	\$ 214	210
Operating grants, contributions and restricted interest	1,073	781
Capital grants, contributions and restricted interest	518	1,086
General receipts:		
Property tax	1,525	1,482
Tax increment financing	1,059	1,057
Local option sales tax	424	412
Other city tax	420	435
Grants and contributions not restricted to specific purpose	4	5
Unrestricted interest on investments	4	7
Bond and note proceeds	-	3,485
Other general receipts	-	-
Total receipts	5,241	8,960
Disbursements:		
Public safety	1,290	1,149
Public works	409	356
Health and social services	-	10
Culture and recreation	710	746
Community and economic development	600	528
General government	1,147	414
Debt service	838	4,065
Capital projects	1,033	3,120
Total disbursements	6,027	10,388
Change in cash basis net assets before transfers	(786)	(1,428)
Transfers, net	15	-
Change in cash basis net assets	(771)	(1,428)
Cash basis net assets beginning of year	2,443	3,871
Cash basis net assets end of year	\$ 1,672	2,443

Total governmental activities receipts for the fiscal year were approximately \$5,241,000 compared to \$8,960,000 last year. This decrease was due to the receipt of bond and refunding note proceeds and capital grants to finance the Locust Street Project in the prior year.



The cost of all governmental activities this year was approximately \$6,027,000, compared to \$10,388,000 last year. This decrease was due to refunding certain outstanding capital loan notes and the costs of the Locust Street Project in the prior year.

Changes in Cash Basis Net Assets of Business Type Activities (Expressed in Thousands)		
	Year ended June 30,	
	2012	2011
Receipts:		
Program receipts:		
Charges for service:		
Water	\$ 391	392
Sewer	412	412
Garbage	135	155
Total receipts	938	959
Disbursements:		
Water	467	463
Sewer	477	474
Garbage	131	126
Total disbursements	1,075	1,063
Change in cash basis net assets before transfers	(137)	(104)
Transfers, net	(15)	-
Change in cash basis net assets	(152)	(104)
Cash basis net assets beginning of year	1,084	1,188
Cash basis net assets end of year	\$ 932	1,084

Total business type activities charges for services receipts for the fiscal year were \$938,000 compared to \$959,000 last year. The cash balance decreased approximately \$152,000 from the prior year. Receipts were down \$21,000 due to the reduction in garbage fees effective January 1, 2011, and disbursements increased \$27,000 in part due to a transfer of \$15,000 to the capital projects fund.

#### INDIVIDUAL MAJOR GOVERNMENTAL FUND ANALYSIS

As the City of Carter Lake completed the year, its governmental funds reported a combined fund balance of \$1,672,012, a decrease of \$771,267 from last year's balance of \$2,443,279. The following are the major reasons for the changes in fund balances of the major funds from the prior year.

- The General Fund cash balance decreased \$491,587 to \$140,942 due to an extraordinary amount of expenses for the 2011 flood and the expenses from the August 18, 2011 hail storm. Expenses were paid from the general fund to cover all of the costs. However, not all of the reimbursable revenue from FEMA, the State of Iowa, and the insurance carrier had been received prior to June 30, 2012.

- The Special Revenue, Tax Increment Financing Fund cash balance increased \$50,462 to \$489,157. The increase is due to the maximum amount of TIF funds being collected in that fund to build up the reserve to pay future debt service payments for the Locust Street bond issue debt.
- The Debt Service Fund increased \$116,254 to \$341,138. The increase is due to taxes being levied to make up for the beginning deficit balance in the Debt Service Fund.
- The Capital Projects Fund decreased \$497,940 to a cash balance of \$363,870. This decrease is due primarily to additional work completed and paid for from the Locust Street Project. The City Hall Project Fund has been substantially completed and all of the revenue has been received to cover the costs. The State of Iowa forwarded Lake Project funds to be used for lake restoration; however, not all of the expenses had been incurred at the end of the fiscal year.

#### **INDIVIDUAL MAJOR BUSINESS TYPE FUND ANALYSIS**

- The Water Fund cash balance decreased \$75,259 to \$170,579, Water revenues have not kept up with the expenses over the past few years. The cash reserve has been used to pay for annual operating costs. A utility rate study was started prior to the end of the fiscal year. It was recommended that rates be increased to cover costs and rebuild the reserve. New rates will take effect on November 1, 2012 and be reviewed annually for additional increases.
- The Sewer Fund cash balance decreased \$80,924 to \$315,601. Sewer revenues have not kept up with the expenses over the past few years. The cash reserve has been used to pay for annual operating costs. A utility rate study was started prior to the end of the fiscal year. It was recommended that rates be increased to cover costs and rebuild the reserve. New rates will take effect on November 1, 2012 and be reviewed annually for additional increases. Additionally, sewer funds have been used for storm water expenses. Efforts are being made to separate those expenses. A storm water utility fund is being implemented and monthly storm water fees will be charged to all property owners in Carter Lake to cover storm water expenses.
- The Garbage Fund cash balance increased \$3,612 to \$445,525. Garbage revenues were set higher than the related expenses. Additionally the new contractor for trash hauling submitted a bid lower than the previous provider. The rates charged to citizens were lowered. Upon review of the garbage rates, the rates were lowered effective November 1, 2012. These rates will be reviewed annually for any necessary adjustments.

#### **BUDGETARY HIGHLIGHTS**

Over the course of the year, the City amended its budget one time. The amendment was approved March 12, 2012 and resulted in an increase in disbursements of \$2,494,376. The increase was primarily to record and account for unanticipated expenses from the COP's grant, flood losses, hail damage and the Locust Street capital improvement project.

The City receipts were \$783,468 less than budgeted due to the amount of time elapsed between when insurance claims and FEMA claims were submitted and funds were received. At the end of the fiscal year there was a substantial amount of claim money still outstanding.

With the amendment, total disbursements were \$769,105 less than budgeted. The actual disbursement was less than the amended budget due to the Locust Street capital improvement project still not complete. Additionally, an officer was not hired as soon as planned, therefore the COP's grant expenditures were not as high as anticipated.

## DEBT ADMINISTRATION

At June 30, 2012, the City had approximately \$7,635,000 in short and long-term debt outstanding, compared to approximately \$8,185,000 last year as shown below:

Outstanding Debt at Year End (Expressed in Thousands)			
		Year ended June 30,	
		2012	2011
General obligation notes	\$	4,230	\$ 4,710
Urban renewal tax increment financing revenue notes		20	40
Local option sales tax revenue bonds		3,385	3,435
	\$	7,635	\$ 8,185

The Constitution of the State of Iowa limits the amount of general obligation debt cities can issue to 5% of the assessed value of all taxable property within the City's corporate limits. The City's outstanding debt of approximately \$7,635,000 is below its constitutional debt limit of approximately \$10.6 million.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The City of Carter Lake's elected and appointed officials and citizens considered many factors when setting the fiscal year 2013 budget, tax rates, and fees that will be charged for various City activities.

Taxes are levied at the maximum of \$8.10/1000 valuation. Annual fluctuation in tax rates are typically a reflection of insurance and employee benefits costs. Business type functions were reviewed in the current year. Rate increases are being implemented, effective November 1, 2012, in the water and sewer funds, to cover expenses. Garbage collection fees are being reduced effective November 1, 2012 to more accurately reflect the costs incurred and to reduce the cash reserve. The City is also implementing a storm water fee to go into effect November 1, 2012 to cover the costs associated storm water utility. All fees will be reviewed and adjusted annually.

## CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Doreen Mowery, City Clerk, 950 Locust Street, Carter Lake, Iowa 51510.

**City of Carter Lake**  
**Basic Financial Statements**

City of Carter Lake  
Statement of Activities and Net Assets – Cash Basis  
As of and for the year ended June 30, 2012

	Disbursements	Program Receipts	
		Charges for Service	Operating Grants Contributions and Restricted Interest
<b>Functions/Programs:</b>			
Governmental activities:			
Public safety	\$ 1,290,383	85,260	43,218
Public works	408,739	60,253	359,011
Culture and recreation	710,323	60,130	129,762
Community and economic development	600,566	-	65,930
General government	1,146,590	8,188	465,932
Debt service	837,908	-	8,881
Capital projects	1,032,791	-	-
Total governmental activities	6,027,300	213,831	1,072,734
Business type activities:			
Water	466,470	391,211	-
Sewer	477,505	411,581	-
Garbage	130,670	134,282	-
Total business type activities	1,074,645	937,074	-
Total	\$ 7,101,945	1,150,905	1,072,734

**General Receipts:**

Property tax levied for:  
 General purposes  
 Employee benefits  
 Debt service  
 Tax increment financing  
 Local option sales tax  
 Other city tax  
 Grants and contributions not restricted to specific purpose  
 Unrestricted interest on investments  
 Transfers  
 Total general receipts and transfers

Change in cash basis net assets

Cash basis net assets beginning of year, restated

Cash basis net assets end of year

**Cash Basis Net Assets:**

Restricted:  
 Expendable:  
 Urban renewal purposes  
 Debt service  
 Capital projects  
 Other purposes  
 Unrestricted

Total cash basis net assets

See notes to financial statements.

Capital Grants Contributions and Restricted Interest	Net (Disbursement) Receipts and Changes in Cash Basis Net Assets		
	Governmental Activities	Business Type Activities	Total
-	(1,161,905)	-	(1,161,905)
-	10,525	-	10,525
-	(520,431)	-	(520,431)
-	(534,636)	-	(534,636)
-	(672,470)	-	(672,470)
-	(829,027)	-	(829,027)
518,342	(514,449)	-	(514,449)
518,342	(4,222,393)	-	(4,222,393)
-	-	(75,259)	(75,259)
-	-	(65,924)	(65,924)
-	-	3,612	3,612
-	-	(137,571)	(137,571)
518,342	(4,222,393)	(137,571)	(4,359,964)
\$	987,620	-	987,620
	381,582	-	381,582
	155,691	-	155,691
	1,058,673	-	1,058,673
	424,299	-	424,299
	420,179	-	420,179
	4,313	-	4,313
	3,769	-	3,769
	15,000	(15,000)	-
	3,451,126	(15,000)	3,436,126
	(771,267)	(152,571)	(923,838)
	2,443,279	1,084,276	3,527,555
\$	1,672,012	931,705	2,603,717
\$	489,157	-	489,157
	341,138	-	341,138
	363,870	-	363,870
	336,905	-	336,905
	140,942	931,705	1,072,647
\$	1,672,012	931,705	2,603,717

City of Carter Lake  
Statement of Cash Receipts, Disbursements  
and Changes in Cash Balances - Governmental Funds  
As of and for the year ended June 30, 2012

	General	Special Revenue Tax Increment Financing	Debt Service
Receipts			
Property tax	\$ 948,359	-	153,059
Tax increment financing collections	-	1,058,673	-
Other city tax	523,085	-	81,236
Licenses and permits	30,298	-	-
Use of money and property	28,757	-	8,881
Intergovernmental	473,984	-	-
Charges for service	121,694	-	-
Special assessments	8,176	-	-
Miscellaneous	225,410	18,641	-
Total receipts	2,359,763	1,077,314	243,176
Disbursements			
Operating:			
Public safety	1,039,832	-	-
Public works	9,784	-	-
Culture and recreation	631,987	-	-
Community and economic development	32,288	568,278	-
General government	1,107,459	-	-
Debt service	-	-	837,908
Capital projects	-	-	-
Total disbursements	2,821,350	568,278	837,908
Excess (deficiency) of receipts over (under) disbursements	(461,587)	509,036	(594,732)
Other financing sources (uses):			
Operating transfers in	-	-	710,986
Operating transfers out	(30,000)	(458,574)	-
Total other financing sources (uses)	(30,000)	(458,574)	710,986
Net change in cash balances	(491,587)	50,462	116,254
Cash balances beginning of year	632,529	438,695	224,884
Cash balances end of year	\$ 140,942	489,157	341,138
<b>Cash Basis Fund Balances</b>			
Restricted for:			
Urban renewal purposes	\$ -	489,157	-
Debt service	-	-	341,138
Capital projects	-	-	-
Other purposes	-	-	-
Unassigned	140,942	-	-
Total cash basis fund balances	\$ 140,942	489,157	341,138

See notes to financial statements.

Capital Projects	Other Nonmajor Governmental Funds	Total
-	373,411	1,474,829
-	-	1,058,673
-	290,221	894,542
-	-	30,298
-	256	37,894
445,211	359,011	1,278,206
-	1,562	123,256
-	-	8,176
73,131	17,977	335,159
<u>518,342</u>	<u>1,042,438</u>	<u>5,241,033</u>
-	250,551	1,290,383
-	398,955	408,739
-	78,336	710,323
-	-	600,566
-	39,131	1,146,590
-	-	837,908
1,032,791	-	1,032,791
<u>1,032,791</u>	<u>766,973</u>	<u>6,027,300</u>
(514,449)	275,465	(786,267)
125,145	-	836,131
(108,636)	(223,921)	(821,131)
<u>16,509</u>	<u>(223,921)</u>	<u>15,000</u>
(497,940)	51,544	(771,267)
861,810	285,361	2,443,279
<u>363,870</u>	<u>336,905</u>	<u>1,672,012</u>
-	-	489,157
-	-	341,138
363,870	-	363,870
-	336,905	336,905
-	-	140,942
<u>363,870</u>	<u>336,905</u>	<u>1,672,012</u>



City of Carter Lake  
Statement of Cash Receipts, Disbursements and Changes in Cash Balances  
Proprietary Funds  
As of and for the year ended June 30, 2012

	Enterprise Funds			
	Water	Sewer	Garbage	Total
Operating receipts:				
Charges for service	\$ 377,512	408,581	134,282	920,375
Miscellaneous	13,699	3,000	-	16,699
Total operating receipts	391,211	411,581	134,282	937,074
Operating disbursements:				
Business type activities	466,470	477,505	130,670	1,074,645
Total operating disbursements	466,470	477,505	130,670	1,074,645
Excess (deficiency) of operating receipts over (under) operating disbursements	(75,259)	(65,924)	3,612	(137,571)
Other financing uses:				
Operating transfers out	-	(15,000)	-	(15,000)
Net change in cash balances	(75,259)	(80,924)	3,612	(152,571)
Cash balances beginning of year	245,838	396,525	441,913	1,084,276
Cash balances end of year	\$ 170,579	315,601	445,525	931,705
<b>Cash Basis Fund Balances</b>				
Unrestricted	\$ 170,579	315,601	445,525	931,705

See notes to financial statements.

City of Carter Lake  
Notes to Financial Statements  
June 30, 2012

**NOTE (1) Summary of Significant Accounting Policies**

The City of Carter Lake is a political subdivision of the State of Iowa located in Pottawattamie County. It was first incorporated in 1930 and operates under the Home Rule provisions of the Constitution of Iowa. The City operates under the Mayor-Council form of government with the Mayor and Council Members elected on a non-partisan basis. The City provides numerous services to citizens, including public safety, public works, health and social services, culture and recreation, community and economic development, and general government services. The City also provides water, sewer and garbage utilities for its citizens.

**A. Reporting Entity**

For financial reporting purposes, the City of Carter Lake has included all funds, organizations, agencies, boards, commissions and authorities. The City has also considered all potential component units for which it is financially accountable and other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body and (1) the ability of the City to impose its will on that organization or (2) the potential for the organization to provide specific benefits to or impose specific financial burdens on the City.

These financial statements present the City (primary government) and its component unit. The component unit discussed below is included in the City's reporting entity because of the significance of its operational or financial relationships with the City.

**Blended Component Unit**

The Carter Lake Smoke Eaters is legally separate from the City but is so intertwined with the City, that it is in substance, the same as the City. It is reported as part of the City and blended into Special Revenue Funds.

**Jointly Governed Organizations**

The City participates in several jointly governed organizations that provide goods or services to the citizenry of the City but do not meet the criteria of a joint venture since there is no ongoing financial interest or responsibility by the participating governments. City officials are members of the Pottawattamie County Assessor's Conference Board and the Pottawattamie County Joint E911 Service Board.

City of Carter Lake  
Notes to Financial Statements  
June 30, 2012

**NOTE (1) Summary of Significant Accounting Policies - Continued**

**B. Basis of Presentation**

Government-wide Financial Statements - The Statement of Activities and Net Assets reports information on all of the nonfiduciary activities of the City. For the most part, the effect of interfund activity has been removed from this statement. Governmental activities, which are supported by tax and intergovernmental revenues, are reported separately from business type activities, which rely to a significant extent on fees and charges for services.

The Statement of Activities and Net Assets presents the City's nonfiduciary net assets. Net assets are reported in categories/components:

*Expendable restricted net assets* result when constraints placed on net asset use are either externally imposed or imposed by law through constitutional provisions or enabling legislation.

*Unrestricted net assets* consist of net assets that do not meet the definition of the preceding category. Unrestricted net assets often have constraints on resources imposed by management, which can be removed or modified.

The Statement of Activities and Net Assets demonstrates the degree to which the direct disbursements of a given function are offset by program receipts. Direct disbursements are those clearly identifiable with a specific function. Program receipts include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function and 2) grants, contributions and interest on investments restricted to meeting the operational or capital requirements of a particular function. Property tax and other items not properly included among program receipts are reported instead as general receipts.

Fund Financial Statements - Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as nonmajor governmental funds.

The City reports the following major governmental funds:

The General Fund is the general operating fund of the City. All general tax receipts and other receipts not allocated by law or contractual agreement to some other fund are accounted for in this fund. From the fund are paid the general operating disbursements, the fixed charges and the capital improvement costs that are not paid from other funds.

City of Carter Lake  
Notes to Financial Statements  
June 30, 2012

**NOTE (1) Summary of Significant Accounting Policies - Continued**

**B. Basis of Presentation - Continued**

Special Revenue:

The Tax Increment Financing Fund is used to account for urban renewal tax increment financing collections and the repayment of tax increment financing indebtedness.

The Debt Service Fund is utilized to account for the payment of interest and principal on the City's general and local option sales tax long-term debt.

The Capital Projects Fund is used to account for all resources used in the acquisition and construction of capital facilities, with the exception of those that are financed through proprietary funds.

The City reports the following major proprietary funds:

The Water Fund accounts for the operation and maintenance of the City's water system.

The Sewer Fund accounts for the operation and maintenance of the City's waste water treatment and sanitary sewer system.

The Garbage Fund accounts for the collection and disbursement of garbage collection fees and landfill fees.

**C. Measurement Focus and Basis of Accounting**

The City of Carter Lake maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles.

Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants and general receipts. Thus, when program disbursements are paid, there are both restricted and unrestricted cash basis net assets available to finance the program. It is the City's policy to first apply cost-reimbursement grant resources to such programs, followed by categorical block grants and then by general receipts.

City of Carter Lake  
Notes to Financial Statements  
June 30, 2012

**NOTE (1) Summary of Significant Accounting Policies - Continued**

C. Measurement Focus and Basis of Accounting - Continued

When a disbursement in governmental funds can be paid using either restricted or unrestricted resources, the City's policy is generally to first apply the disbursement toward restricted fund balance and then to less-restrictive classifications – committed, assigned and then unassigned fund balances.

Proprietary funds distinguish operating receipts and disbursements from non-operating items. Operating receipts and disbursements generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. All receipts and disbursements not meeting this definition are reported as non-operating receipts and disbursements.

D. Governmental Cash Basis Fund Balances

In the governmental fund financial statements, cash basis fund balances are classified as follows:

Restricted – Amounts restricted to specific purposes when constraints placed on the use of the resources are either externally imposed by creditors, grantors, or state or federal laws or imposed by law through constitutional provisions or enabling legislation.

Assigned – Amounts the Council intends to use for specific purposes.

Unassigned – All amounts not included in other spendable classifications.

E. Budgets and Budgetary Accounting

The budgetary comparison and related disclosures are reported as Other Information.

F. Property Tax Calendar

The City's property tax rates were extended against the assessed valuation of the City as of January 1, 2010, to compute the amounts which became liens on property on July 1, 2011. These taxes were due and payable in two installments on September 30, 2011 and March 31, 2012, at the Pottawattamie County Treasurer's Office. These taxes are recognized as income to the City when they are received from the county.

City of Carter Lake  
Notes to Financial Statements  
June 30, 2012

**NOTE (2) Cash and Pooled Investments**

The City's deposits in banks at June 30, 2012 were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to insure there will be no loss of public funds.

The City is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the City Council; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

The City had no investments meeting the disclosure requirements of Governmental Accounting Standards Board Statement No. 3, as amended by Statement No. 40.

Interest rate risk – The City's investment policy limits the investment of operating funds (funds expected to be expended in the current budget year or within 15 months of receipt) to instruments that mature within 397 days. Funds not identified as operating funds may be invested in investments with maturities longer than 397 days, but the maturities shall be consistent with the needs and use of the City.

**NOTE (3) Bonds and Notes Payable**

Annual debt service requirements to maturity of general obligation and urban renewal tax increment financing revenue notes and local option sales tax revenue bonds are as follows:

Year Ending June 30,	General Obligation Bonds & Notes Principal	Urban Renewal Tax Increment Financing Revenue Notes Principal	Local Option Sales Tax Revenue Bonds Principal	Total Principal
2013	\$ 530,000	20,000	50,000	600,000
2014	535,000	-	55,000	590,000
2015	540,000	-	55,000	595,000
2016	480,000	-	80,000	560,000
2017	485,000	-	80,000	565,000
2018-2022	1,660,000	-	475,000	2,135,000
2023-2027	-	-	600,000	600,000
2028-2032	-	-	770,000	770,000
2033-2037	-	-	990,000	990,000
2038	-	-	230,000	230,000
Total	\$ 4,230,000	20,000	3,385,000	7,635,000

City of Carter Lake  
Notes to Financial Statements  
June 30, 2012

**NOTE (3) Bonds and Notes Payable – Continued**

Year Ending June 30,	General Obligation Bonds & Notes Interest	Urban Renewal Tax Increment Financing Revenue Notes Interest	Local Option Sales Tax Revenue Bonds Interest	Total Interest
2013	\$ 146,995	1,400	172,088	320,483
2014	130,345	-	169,963	300,308
2015	113,549	-	167,625	281,174
2016	96,608	-	165,219	261,827
2017	81,074	-	161,619	242,693
2018-2022	145,467	-	747,770	893,237
2023-2027	-	-	620,182	620,182
2028-2032	-	-	450,551	450,551
2033-2037	-	-	227,438	227,438
2038	-	-	12,650	12,650
Total	\$ 714,038	1,400	2,895,105	3,610,543

Interest costs paid during the year ended June 30, 2012 totaled \$339,009.

The Code of Iowa requires that principal and interest on general obligation bonds be paid from the Debt Service Fund.

The City has a general obligation debt limit of approximately \$10,600,000 which was not exceeded during the year ended June 30, 2012.

Urban Renewal Tax increment Financing Revenue Notes

The urban renewal tax increment financing (TIF) revenue notes were issued, for the purpose of defraying a portion of the costs of carrying out an urban renewal project for the City. The notes are payable solely from the income and proceeds of the Special Revenue, Tax Increment Financing Fund and the taxes to be paid into the fund in accordance with Chapter 403.19 of the Code of Iowa. TIF receipts are generally projected to produce 100 percent of the debt service requirements over the life of the notes. The proceeds of the urban renewal tax increment financing revenue notes shall be expended only for purposes which are consistent with the plans of the City's urban renewal area. The notes are not a general obligation of the City. However, the debt is subject to the constitutional debt limitation of the City. Total principal and interest remaining on the notes is \$21,400. For the current year, principal and interest paid and total TIF receipts were \$22,800 and \$1,058,673, respectively.

The resolutions providing for the issuance of the revenue notes include the following provisions:

- a) The notes will only be redeemed from the future tax increment financing revenues received by the City.

City of Carter Lake  
Notes to Financial Statements  
June 30, 2012

**NOTE (3) Bonds and Notes Payable – Continued**

Urban Renewal Tax increment Financing Revenue Notes - Continued

- b) Sufficient monthly transfers shall be made to a separate urban revenue note sinking account for the purpose of making the note principal and interest payments when due.
- c) Additional monthly transfers of 25% of the amount required to be deposited each month in the sinking account shall be made to an urban revenue reserve account until a specific minimum balance has been accumulated. This account is restricted for the purpose of making the note principal and interest payments when the sinking fund is insufficient.

Local Option Sales Tax Revenue Bonds

In July 2008, the City issued local option sales tax revenue bonds for the purpose of constructing a new City Hall. Local option sales tax receipts are generally projected to produce 100% of the debt service requirements over the life of the bonds. The bonds are not a general obligation of the City. However, the debt is subject to the constitutional debt limitations of the City. The resolution providing for the issuance of the revenue bonds includes a provision which requires sufficient transfers shall be made to a separate bond reserve account to cover the maximum annual amount of principal and interest coming due. Total principal and interest remaining on the revenue bonds is \$6,280,105. For the current year, principal and interest paid and total local option sales tax receipts were \$224,088 and \$424,299, respectively.

The City is in compliance with the provisions of the bond and note resolutions.

**NOTE (4) Pension and Retirement Benefits**

The City contributes to the Iowa Public Employees Retirement System (IPERS) which is a cost-sharing multiple-employer defined benefit pension plan administered by the State of Iowa. IPERS provides retirement and death benefits which are established by State statute to plan members and beneficiaries. IPERS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to IPERS, P.O. Box 9117, Des Moines, Iowa, 50306-9117.

Most regular plan members are required to contribute 5.38% of their annual covered salary and the City is required to contribute 8.07% of covered salary. Certain employees in special risk occupations and the City contribute an actuarially determined contribution rate. Contribution requirements are established by State statute. The City's contribution to IPERS for the years ended June 30, 2012, 2011 and 2010, were \$115,338, \$98,619, and \$92,723, respectively, equal to the required contributions for each year.



City of Carter Lake  
Notes to Financial Statements  
June 30, 2012

**NOTE (5) Other Postemployment Benefits (OPEB)**

Plan Description - The City operates a single-employer retiree benefit plan which provides medical/prescription drug benefits for retirees and their spouses. There are 21 active and no retired members in the plan. Participants must be age 55 or older at retirement.

The medical/prescription drug coverage is provided through a fully-insured plan with TrueNorth. Retirees under age 65 pay the same premium for the medical/prescription drug benefit as active employees.

Funding Policy - The contribution requirements of plan members are established and may be amended by the City. The City currently finances the retiree benefit plan on a pay-as-you-go basis. The most recent active member monthly premiums for the City and plan members are \$448 for single coverage, and \$919 for family coverage. The same monthly premiums apply to retirees. For the year ended June 30, 2012, there were no plan members eligible for benefits.

**NOTE (6) Compensated Absences**

City employees accumulate a limited amount of earned but unused vacation, sick leave and compensatory time hours for subsequent use or for payment upon termination, retirement or death. These accumulations are not recognized as disbursements by the City until used or paid. The City's approximate liability for earned vacation, sick leave and compensatory time payable to employees at June 30, 2012, primarily relating to the General Fund and Proprietary Funds are as follows:

Type of Benefit	Amount
Vacation	\$ 48,000
Sick leave	74,000
Compensatory time	13,000
	<u>\$ 135,000</u>

This liability is computed on rates of pay effective as of June 30, 2012.

City of Carter Lake  
Notes to Financial Statements  
June 30, 2012

**NOTE (7) Risk Management**

The City is a member in the Iowa Communities Assurance Pool, as allowed by Chapter 670.7 of the Code of Iowa. The Iowa Communities Assurance Pool (Pool) is a local government risk-sharing pool whose 663 members include various governmental entities throughout the State of Iowa. The Pool was formed in August 1986 for the purpose of managing and funding third-party liability claims against its members. The Pool provides coverage and protection in the following categories: general liability, automobile liability, automobile physical damage, public officials' liability, police professional liability, property, inland marine, and boiler/machinery. There have been no reductions in insurance coverage from prior years.

Each member's annual casualty contributions to the Pool fund current operations and provide capital. Annual operating contributions are those amounts necessary to fund, on a cash basis, the Pool's general and administrative expenses, claims, claims expenses and reinsurance expenses due and payable in the current year, plus all or any portion of any deficiency in capital. Capital contributions are made during the first six years of membership and are maintained to equal 150% of the total current members' basis rates or to comply with the requirements of any applicable regulatory authority having jurisdiction over the Pool.

The Pool also provides property coverage. Members who elect such coverage make annual operating contributions which are necessary to fund, on a cash basis, the Pool's general and administrative expenses and reinsurance premiums, all of which are due and payable in the current year, plus all or any portion of any deficiency in capital. Any year-end operating surplus is transferred to capital. Deficiencies in operations are offset by transfers from capital, and, if insufficient, by the subsequent year's member contributions.

The city's property and casualty contributions to the risk pool are recorded as disbursements from its operating funds at the time of payment to the risk pool. The City's annual contributions to the Pool for the year ended June 30, 2012 were \$78,912.

The Pool uses reinsurance and excess risk-sharing agreements to reduce its exposure to large losses. The Pool retains general, automobile, police professional, and public officials' liability risks up to \$350,000 per claim. Claims exceeding \$350,000 are reinsured in an amount not to exceed \$2,650,000 per claim. For members requiring specific coverage from \$3,000,000 to \$12,000,000, such excess coverage is also reinsured. Property and automobile physical damage risks are retained by the Pool, up to \$150,000 each occurrence, each location, with excess coverage reinsured on an individual-member basis.

City of Carter Lake  
Notes to Financial Statements  
June 30, 2012

**NOTE (7) Risk Management - Continued**

The Pool's intergovernmental contract with its members provides that in the event a casualty claim or series of claims exceeds the amount of risk-sharing protection provided by the member's risk-sharing certificate, or in the event that a series of casualty claims exhausts total members' equity plus any reinsurance and any excess risk-sharing recoveries, then payment of such claim shall be the obligation of the respective individual member. As of June 30, 2012, settled claims have not exceeded the risk pool or reinsurance company coverage since the pool's inception.

Members agree to continue membership in the Pool for a period of not less than one full year. After such period, a member who has given 60 days' prior written notice may withdraw from the Pool. Upon withdrawal, payments for all claims and claims expenses become the sole responsibility of the withdrawing member, regardless of whether a claim was incurred or reported prior to the member's withdrawal. Members withdrawing within the first six years of membership may receive a partial refund of their capital contributions. If a member withdraws after the sixth year, the member is refunded 100% of its capital contributions, however the refund is reduced by an amount equal to the annual operating contribution which the withdrawing member would have made for the one-year period following withdrawal.

The City also carries commercial insurance purchased from other insurers for coverage associated with workman's compensation. The City assumes liability for any deductibles, and claims in excess of coverage limitations. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

**NOTE (8) Interfund Transfers**

The detail of interfund transfers for the year ended June 30, 2012 is as follows:

Transfer to	Transfer from	Amount
Debt Service	Special Revenue:	
	Tax Increment Financing	\$ 378,429
	Local Option Sales Tax	223,921
	Capital Projects	108,636
		<u>710,986</u>
Capital Projects	General	30,000
	Special Revenue:	
	Tax Increment Financing	80,145
	Enterprise:	
	Sewer	15,000
		<u>125,145</u>
		<u>\$ 836,131</u>

Transfers generally move resources from the fund statutorily required to collect the resources to the fund statutorily required to disburse resources.

City of Carter Lake  
Notes to Financial Statements  
June 30, 2012

**NOTE (9) Development and Rebate Agreements**

The City entered into three separate development and rebate agreements during the years ended June 20, 2000 and June 30, 2004, to assist in urban renewal projects. The City agreed to rebate incremental tax paid by the developer in exchange for public improvement infrastructure constructed by the developer as set forth in the urban renewal plans.

In accordance with the first fiscal year 2000 development and rebate agreement, the incremental tax to be received by the City under Chapter 403.19 of the Code of Iowa from the developer will be rebated for a period of ten years beginning with the tax year in which property tax on the completed value of the improvements is first paid. The total amount rebated is not to exceed the cost of the public improvements paid for by the developer, which is \$1,650,000. Of the amount collected, 57% is to be paid to the developer and 43% is to be used for the development of low and moderate income housing projects. During the year ended June 30, 2012, the City paid the developer \$266,934 and allocated \$197,081 for low to moderate income housing projects from the tax increment financing received.

In accordance with the second fiscal year 2000 development and rebate agreement, the incremental tax to be received by the City under Chapter 403.19 of the Code of Iowa from the developer will be rebated up to project costs of \$400,000 for a period not to exceed twelve years beginning with the tax year in which the property tax on the completed value of the improvements is first paid. This agreement is paid in full.

In accordance with the fiscal year 2004 development and rebate agreement, the incremental tax to be received by the City under Chapter 403.19 of the Code of Iowa from the developer will be rebated for a period of fifteen years beginning with the tax year in which the property tax on the completed value of the improvements is first paid. The total amount rebated each year shall represent 50% of the incremental property tax received by the City, not to exceed total projected costs of \$294,000. During the year ended June 30, 2012, the City paid the developer \$25,988.

**NOTE (10) Related Party Transactions**

The City had transactions between the City and City officials totaling \$2,774 during the year ended June 30, 2012.

City of Carter Lake  
Notes to Financial Statements  
June 30, 2012

**NOTE (11) Construction Commitments**

At June 30, 2012, the City had the following construction commitments:

	Estimated Contract Amount	Paid to Date	Remaining Commitment	Retainage Payable
City Hall Project				
Engineering	\$ 219,799	219,799	-	-
Construction	3,000,940	2,981,680	19,260	17,030
Locust Street Project				
Engineering	\$ 502,099	448,299	53,800	-
Construction	3,619,416	3,410,106	<u>209,310</u>	<u>30,000</u>
			\$ <u>282,370</u>	<u>47,030</u>

The City is holding back payment of the remaining commitments noted, plus an additional \$52,366 on the Locust Street project due to disputes on repairs needed and budget overruns.

### **Other Information**

City of Carter Lake  
 Budgetary Comparison Schedule  
 of Receipts, Disbursements, and Changes in Balances -  
 Budget and Actual (Cash Basis) - All Governmental Funds and Proprietary Funds  
 Other Information  
 Year ended June 30, 2012

	Governmental Funds Actual	Proprietary Funds Actual	Less Funds not Required to be Budgeted
Receipts			
Property tax	\$ 1,474,829	-	-
Tax increment financing collections	1,058,673	-	-
Other city tax	894,542	-	-
Licenses and permits	30,298	-	-
Use of money and property	37,894	-	-
Intergovernmental	1,278,206	-	-
Charges for service	123,256	920,375	256
Special assessments	8,176	-	-
Miscellaneous	335,159	16,699	17,977
Total receipts	<u>5,241,033</u>	<u>937,074</u>	<u>18,233</u>
Disbursements			
Public safety	1,290,383	-	25,428
Public works	408,739	-	-
Health and social services	-	-	-
Culture and recreation	710,323	-	-
Community and economic development	600,566	-	-
General government	1,146,590	-	-
Debt service	837,908	-	-
Capital projects	1,032,791	-	-
Business type activities	-	1,074,645	-
Total disbursements	<u>6,027,300</u>	<u>1,074,645</u>	<u>25,428</u>
Excess (deficiency) of receipts over (under) disbursements	(786,267)	(137,571)	(7,195)
Other financing sources, net	<u>15,000</u>	<u>(15,000)</u>	<u>-</u>
Excess (deficiency) of receipts and other financing sources over (under) disbursements and other financing uses	(771,267)	(152,571)	(7,195)
Balances beginning of year	<u>2,443,279</u>	<u>1,084,276</u>	<u>38,346</u>
Balances end of year	<u>\$ 1,672,012</u>	<u>931,705</u>	<u>31,151</u>

See accompanying independent auditors' report.

<u>Total</u>	<u>Original Budgeted Amounts</u>	<u>Final Budgeted Amounts</u>	<u>Budget to Actual Variance</u>
1,474,829	1,476,676	1,476,676	(1,847)
1,058,673	1,067,437	1,068,931	(10,258)
894,542	844,148	939,286	(44,744)
30,298	53,700	47,165	(16,867)
37,894	43,003	39,043	(1,149)
1,278,206	634,039	1,214,793	63,413
1,043,375	1,033,000	1,024,500	18,875
8,176	5,435	6,748	1,428
333,881	86,200	1,126,200	(792,319)
<u>6,159,874</u>	<u>5,243,638</u>	<u>6,943,342</u>	<u>(783,468)</u>
1,264,955	1,180,155	1,332,156	67,201
408,739	429,864	412,753	4,014
-	15,000	-	-
710,323	755,123	751,189	40,866
600,566	550,528	834,887	234,321
1,146,590	351,443	1,165,086	18,496
837,908	841,084	895,009	57,101
1,032,791	72,087	1,315,793	283,002
1,074,645	1,155,962	1,138,749	64,104
<u>7,076,517</u>	<u>5,351,246</u>	<u>7,845,622</u>	<u>769,105</u>
(916,643)	(107,608)	(902,280)	(14,363)
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
(916,643)	(107,608)	(902,280)	(14,363)
<u>3,489,209</u>	<u>2,387,175</u>	<u>3,527,555</u>	<u>(38,346)</u>
<u>2,572,566</u>	<u>2,279,567</u>	<u>2,625,275</u>	<u>(52,709)</u>



City of Carter Lake  
Notes to Other Information – Budgetary Reporting  
June 30, 2012

The budgetary comparison is presented in accordance with Governmental Accounting Standards Board Statement No. 41 for governments with significant budgetary perspective differences resulting from not being able to present budgetary comparisons for the General Fund and each major Special Revenue Fund.

In accordance with the Code of Iowa, the City Council annually adopts a budget on the cash basis following required public notice and hearing for all funds except Internal Service Funds and Fiduciary Funds. The annual budget may be amended during the year utilizing similar statutorily prescribed procedures.

Formal and legal budgetary control is based upon nine major classes of disbursements known as functions, not by fund or fund type. These nine functions are: public safety, public works, health and social services, culture and recreation, community and economic development, general government, debt service, capital projects and business type activities. Function disbursements required to be budgeted include disbursements for the General Fund, Special Revenue Funds, Debt Service Fund, Capital Projects Funds and Proprietary Funds. Although the budget document presents function disbursements by fund, the legal level of control is at the aggregated function level, not by fund. During the year, one budget amendment increased budgeted disbursements by \$2,494,376. The budget amendment is reflected in the final budgeted amounts.

During the year ended June 30, 2012, disbursements did not exceed the amended budgeted amounts.

### **Supplementary Information**

City of Carter Lake  
Schedule of Cash Receipts, Disbursements and Changes  
in Cash Balances – Nonmajor Governmental Funds  
As of and for the year ended June 30, 2012

	Road Use Tax	Local Option Sales Tax	Employee Benefits	Police Forfeitures
Receipts				
Property tax	\$ -	-	373,411	-
Other city tax	58,129	223,921	8,171	-
Use of money and property	-	-	-	-
Intergovernmental	359,011	-	-	-
Charges for services	-	-	-	1,562
Miscellaneous	-	-	-	-
Total receipts	<u>417,140</u>	<u>223,921</u>	<u>381,582</u>	<u>1,562</u>
Disbursements				
Operating:				
Public safety	-	-	224,655	468
Public works	398,955	-	-	-
Culture and recreation	-	-	78,336	-
General government	-	-	39,131	-
Total disbursements	<u>398,955</u>	<u>-</u>	<u>342,122</u>	<u>468</u>
Excess (deficiency) of receipts over (under) disbursements	18,185	223,921	39,460	1,094
Other financing sources (uses):				
Operating transfers out	<u>-</u>	<u>(223,921)</u>	<u>-</u>	<u>-</u>
Net change in cash balances	18,185	-	39,460	1,094
Cash balances beginning of year	<u>83,707</u>	<u>-</u>	<u>123,295</u>	<u>1,991</u>
Cash balances end of year	<u>\$ 101,892</u>	<u>-</u>	<u>162,755</u>	<u>3,085</u>

**Cash Basis Fund Balances**

Restricted for other purposes	\$ <u>101,892</u>	<u>-</u>	<u>162,755</u>	<u>3,085</u>
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See accompanying independent auditors' report.

Info USA CEBA Grant	Carter Lake Smoke Eaters	Total
-	-	373,411
-	-	290,221
-	256	256
-	-	359,011
-	-	1,562
-	17,977	17,977
-	18,233	1,042,438
-	25,428	250,551
-	-	398,955
-	-	78,336
-	-	39,131
-	25,428	766,973
-	(7,195)	275,465
-	-	(223,921)
-	(7,195)	51,544
38,022	38,346	285,361
38,022	31,151	336,905
38,022	31,151	336,905

City of Carter Lake  
Schedule of Indebtedness  
Year ended June 30, 2012

<u>Obligation</u>	<u>Date of Issue</u>	<u>Interest Rates</u>	<u>Amount Originally Issued</u>
General obligation notes:			
Capital loan	Jul 1, 2008	3.75%	\$ 540,000
Capital loan	Jul 1, 2008	4.00-4.60%	1,055,000
Capital loan	Dec 16, 2010	2.00-2.75%	3,520,000
Urban renewal tax increment financing revenue notes:			
Capital loan	Feb 1, 1999	7.00%	\$ 200,000
Local option sales tax revenue bonds:			
Revenue bonds	Jul 1, 2008	4.00-5.50%	\$ 3,580,000

See accompanying independent auditors' report.

<u>Balance Beginning of Year</u>	<u>Issued During Year</u>	<u>Redeemed During Year</u>	<u>Balance End of Year</u>	<u>Interest Paid</u>	<u>Interest Due and Unpaid</u>
135,000	-	135,000	-	5,063	-
1,055,000	-	-	1,055,000	45,025	-
3,520,000	-	345,000	3,175,000	112,033	-
<u>4,710,000</u>	<u>-</u>	<u>480,000</u>	<u>4,230,000</u>	<u>162,121</u>	<u>-</u>
40,000	-	20,000	20,000	2,800	-
<u>3,435,000</u>	<u>-</u>	<u>50,000</u>	<u>3,385,000</u>	<u>174,088</u>	<u>-</u>

City of Carter Lake  
Bond and Note Maturities  
June 30, 2012

Year Ending June 30,	<b>General Obligation Notes</b>				
	Capital Loan Issued Jul 1, 2008		Capital Loan Issued Dec 16, 2010		Total
	Interest Rates	Amount	Interest Rates	Amount	
2013	4.00%	\$ 110,000	2.00%	\$ 420,000	\$ 530,000
2014	4.00%	110,000	2.00%	425,000	535,000
2015	4.00%	110,000	2.00%	430,000	540,000
2016	4.25%	115,000	2.00%	365,000	480,000
2017	4.25%	115,000	2.10%	370,000	485,000
2018	4.30%	120,000	2.30%	380,000	500,000
2019	4.40%	120,000	2.50%	390,000	510,000
2020	4.50%	120,000	2.75%	395,000	515,000
2021	4.60%	135,000	-	-	135,000
		<u>\$ 1,055,000</u>		<u>\$ 3,175,000</u>	<u>\$ 4,230,000</u>

<b>Urban Renewal Tax Increment Financing Revenue Notes</b>		
Year Ending June 30,	Capital Loan Issued Feb 1, 1999	
	Interest Rates	Amount
2013	7.00 %	\$ <u>20,000</u>

See accompanying independent auditors' report.

Local Option Sales Tax		
Year Ending June 30,	Revenue Bonds Issued Jul 1, 2008	
	Interest Rates	Amount
2013	4.250%	\$ 50,000
2014	4.250%	55,000
2015	4.375%	55,000
2016	4.500%	80,000
2017	4.500%	80,000
2018	4.625%	85,000
2019	4.750%	90,000
2020	4.750%	95,000
2021	4.750%	100,000
2022	4.875%	105,000
2023	4.875%	110,000
2024	4.875%	115,000
2025	5.125%	120,000
2026	5.125%	125,000
2027	5.125%	130,000
2028	5.125%	140,000
2029	5.250%	145,000
2030	5.250%	155,000
2031	5.250%	160,000
2032	5.250%	170,000
2033	5.250%	180,000
2034	5.250%	185,000
2035	5.250%	195,000
2036	5.250%	210,000
2037	5.500%	220,000
2038	5.500%	230,000
		<u>\$ 3,385,000</u>



City of Carter Lake  
Schedule of Receipts By Source and Disbursements By Function -  
All Governmental Funds  
For the Last Ten Years

	2012	2011	2010	2009	2008
Receipts					
Property tax	\$ 1,474,829	1,433,556	1,291,412	1,371,397	1,338,413
Tax increment financing collections	1,058,673	1,057,294	761,192	666,705	560,164
Other city tax	894,542	894,876	769,810	917,368	690,569
Licenses and permits	30,298	29,197	50,960	44,228	38,214
Use of money and property	37,894	43,098	48,866	92,497	97,277
Intergovernmental	1,278,206	1,678,490	634,227	469,175	678,524
Charges for service	123,256	139,293	157,437	99,001	74,234
Special assessments	8,176	10,640	11,390	17,121	64,153
Miscellaneous	335,159	189,750	164,185	182,892	274,683
Total	\$ 5,241,033	5,476,194	3,889,479	3,860,384	3,816,231
Disbursements					
Operating:					
Public safety	\$ 1,290,383	1,149,328	1,035,862	1,020,330	1,097,329
Public works	408,739	355,473	345,078	486,637	516,466
Health and social services	-	9,835	14,007	14,522	10,065
Culture and recreation	710,323	746,306	847,624	788,197	800,422
Community and economic development	600,566	528,421	541,819	462,331	578,678
General government	1,146,590	413,717	352,446	302,792	324,096
Debt service	837,908	4,065,438	528,124	674,988	385,815
Capital projects	1,032,791	3,120,468	1,386,595	3,198,281	650,395
Total	\$ 6,027,300	10,388,986	5,051,555	6,948,078	4,363,266

See accompanying independent auditors' report.

<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>	<u>2003</u>
1,481,188	1,289,066	1,189,795	1,149,542	1,046,559
572,962	376,635	212,667	184,343	27,585
711,146	497,691	428,365	382,467	380,556
41,134	46,467	62,104	100,410	32,149
137,870	61,782	34,574	31,856	34,355
685,306	438,881	912,363	423,941	402,198
87,682	49,911	45,666	28,979	10,086
-	536	3,338	4,956	7,158
<u>133,945</u>	<u>109,978</u>	<u>95,589</u>	<u>85,717</u>	<u>93,012</u>
<u>3,851,233</u>	<u>2,870,947</u>	<u>2,984,461</u>	<u>2,392,211</u>	<u>2,033,658</u>
919,725	872,856	802,853	633,691	699,532
405,487	319,333	302,872	370,813	329,723
9,951	980	1,350	-	85
609,128	588,453	534,046	588,998	534,420
-	-	461,828	-	-
293,986	265,849	276,834	263,233	183,444
421,965	339,194	350,693	506,599	465,144
<u>1,559,200</u>	<u>301,409</u>	<u>-</u>	<u>71,806</u>	<u>446,888</u>
<u>4,219,442</u>	<u>2,688,074</u>	<u>2,730,476</u>	<u>2,435,140</u>	<u>2,659,236</u>

City of Carter Lake  
Schedule of Expenditures of Federal Awards  
Year Ended June 30, 2012

Grantor/Program	CFDA Number	Agency Pass-through Number	Program Expenditures
Direct:			
U.S. Department of Justice: Community Oriented Policing Services	16.710		\$ 14,597
U.S. Environmental Protection Agency: Brownfield Petroleum Assessment	66.818		32,288
U.S. Department of Health and Human Services: Drug Free Communities Support	93.276		124,841
U.S. Department of Homeland Security: Staffing for Adequate Fire and Emergency Response	97.044		12,647
Indirect:			
Federal Highway Commission:			
Iowa Department of Transportation:			
Alcohol Impaired Driving Countermeasures Incentive Grant	20.601	FY11	5,561
Alcohol Impaired Driving Countermeasures Incentive Grant	20.601	FY12	12,231
			<u>17,792</u>
U.S. Environmental Protection Agency: Nebraska Department of Environmental Quality: Nonpoint Source Implementation Grant	66.460	56-0787	52,317
U.S. Department of Homeland Security: Iowa Department of Public Defense: Iowa Homeland Security and Emergency Management Division: Public Disaster Grants	97.036	FEMA-1998-DRIA	<u>622,070</u>
			<u>\$ 876,552</u>

**Basis of Presentation** – The Schedule of Expenditures of Federal Awards includes the federal grant activity of the City of Carter Lake. The City of Carter Lake's financial statements are presented in conformity with an other comprehensive basis of accounting. The information on this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

See Accompanying Independent Auditors' Report

**City of Carter Lake**

November 26, 2012

Independent Auditors' Report on Internal Control over Financial Reporting  
and on Compliance and Other Matters Based on an Audit of Financial Statements  
Performed in Accordance with *Government Auditing Standards*

To the Honorable Mayor and  
Members of the City Council:

We have audited the accompanying financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Carter Lake, Iowa, as of and for the year ended June 30, 2012, which collectively comprise the City's basic financial statements listed in the table of contents and have issued our report thereon dated November 26, 2012. Our report expressed unqualified opinions on the financial statements which were prepared in conformity with an other comprehensive basis of accounting. We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

The management of the City of Carter Lake is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered the City of Carter Lake's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing our opinion on the effectiveness of City of Carter Lake's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of City of Carter Lake's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

City of Carter Lake  
Independent Auditors' Report on  
Internal Control and Compliance and Other Matters

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Carter Lake's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance that are required to be reported under *Government Auditing Standards*. However, we noted certain immaterial instances of non-compliance or other matters that are described in the accompanying Schedule of Findings and Questioned Costs.

Comments involving statutory and other legal matters about the City's operations for the year ended June 30, 2012 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the City. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

City of Carter Lake's responses to findings identified in our audit are described in the accompanying Schedule of Findings and Questioned Costs. While we have expressed our conclusions on the City's responses, we did not audit City of Carter Lake's responses and, accordingly, we express no opinion on them.

This report, a public record by law, is intended solely for the information and use of the officials, employees and citizens of the City of Carter Lake and other parties to whom the City of Carter Lake may report, including federal awarding agencies and pass-through entities. This report is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the City of Carter Lake during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.

*Schroer & Associates, P.C.*



Diane McGrain, CPA  
Jim Menard, CPA

November 26, 2012

Independent Auditors' Report on Compliance with Requirements  
That Could Have a Direct and Material Effect on Each Major Program and on  
Internal Control over Compliance in Accordance with OMB Circular A-133

To the Honorable Mayor and  
Members of the City Council:

We have audited the City of Carter Lake, Iowa's, compliance with the types of compliance requirements described in U.S. Office of Management and Budget (OMB) Circular A-133 *Compliance Supplement* that could have a direct and material effect on the City of Carter Lake's major federal program for the year ended June 30, 2012. City of Carter Lake's major federal program is identified in Part I of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts and grant agreements applicable to its major federal program is the responsibility of the City of Carter Lake's management. Our responsibility is to express an opinion on City of Carter Lake's compliance based on our audit.

We conducted our audit of compliance in accordance with U.S. generally accepted auditing standards, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about City of Carter Lake's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on City of Carter Lake's compliance with those requirements.

In our opinion, City of Carter Lake complied, in all material respects, with the requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2012.

City of Carter Lake  
Independent Auditors' Report on  
Compliance over Each Major Program

Internal Control Over Compliance

The management of City of Carter Lake is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grant agreements applicable to federal programs. In planning and performing our audit, we considered City of Carter Lake's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of City of Carter Lake's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance such that there is a reasonable possibility material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected and corrected on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control over compliance that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses as described above.

This report, a public record by law, is intended solely for the information and use of the officials, employees and citizens of the City of Carter Lake and other parties to whom the City of Carter Lake may report, including federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.

*Schroer & Associates, P.C.*



City of Carter Lake  
Schedule of Findings and Questioned Costs  
Year Ended June 30, 2012

**Part I: Summary of the Independent Auditors' Results:**

- (a) Unqualified opinions were issued on the financial statements which were prepared on the basis of cash receipts and disbursements, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles.
- (b) No significant deficiencies or material weaknesses in internal control over financial reporting were disclosed by the audit of the financial statements.
- (c) The audit did not disclose any non-compliance which is material to the financial statements.
- (d) The audit did not disclose any significant deficiencies or material weaknesses in internal control over the major program.
- (e) An unqualified opinion was issued on compliance with requirements applicable to the major program.
- (f) The audit did not disclose any audit findings which were required to be reported in accordance with Office of Management and Budget Circular A-133, Section .510(a).
- (g) The major program was CFDA Number 97.038 – Public Assistance Grants.
- (h) The dollar threshold used to distinguish between Type A and Type B programs was \$300,000.
- (i) City of Carter Lake did not qualify as a low-risk auditee.

City of Carter Lake  
Schedule of Findings and Questioned Costs  
Year Ended June 30, 2012

**Part II: Findings Related to the Financial Statements:**

**INTERNAL CONTROL DEFICIENCIES:**

No matters were reported.

**INSTANCES OF NON-COMPLIANCE:**

No matters were noted.

City of Carter Lake  
Schedule of Findings and Questioned Costs  
Year Ended June 30, 2012

**Part III: Findings and Questioned Cost for Federal Awards:**

**INSTANCES OF NON-COMPLIANCE:**

No matters were noted.

**INTERNAL CONTROL DEFICIENCIES:**

No comments or recommendations.

City of Carter Lake  
Schedule of Findings and Questioned Costs  
Year Ended June 30, 2012

**Part IV: Other Findings Related to Statutory Reporting:**

IV-A-12 Certified Budget – Budgeted disbursements during the year ended June 30, 2012 did not exceed the amended amounts.

IV-B-12 Questionable Disbursements

We noted no disbursements for parties, banquets or other entertainment for employees that we believe may constitute an unlawful expenditure from public funds as defined in an Attorney General's opinion dated April 25, 1979.

IV-C-12 Travel Expense

No disbursements of City money for travel expenses of spouses of City officials or employees were noted.

IV-D-12 Business Transactions

Comment – Business transactions between the City and City officials, employees or relatives of City officials are detailed as follows:

Barb Melonis, Council Member Part owner of Carter Lake Hardware	Supplies	\$ 2,574
Dave Huey, Council Member Owner of CD, LLC	Training	<u>200</u>
		\$ <u>2,774</u>

In accordance with Chapter 362.5(11) of the Code of Iowa, the transactions with one of the council members appear to represent a conflict of interest since the transactions with the individual exceeded \$1,500 during the fiscal year.

Recommendation – The City should seek legal advice on this matter.

Response – We will do this.

Conclusion – Response accepted.

IV-E-12 Bond Coverage

Surety bond coverage of City officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to insure that the coverage is adequate for current operations.

City of Carter Lake  
Schedule of Findings and Questioned Costs  
Year Ended June 30, 2012

**Part IV: Other Findings Related to Statutory Reporting - Continued:**

IV-F-12 Council Minutes

No transactions were found that we believe should have been approved in the Council minutes but were not.

IV-G-12 Deposits and Investments

We noted no instances of noncompliance with the deposit and investment provisions of Chapter 12B and 12C of the Code of Iowa and the City's investment policy.

IV-H-12 Revenue Bonds and Notes

No instances of noncompliance with the revenue note and bond resolutions were noted.

IV-I-12 Excess Balances

Comment – The balance in the Enterprise – Garbage Account at June 30, 2012, was in excess of the fund's disbursements during the year.

Recommendation – The City should consider the necessity of maintaining these substantial balances, and where financially feasible, consider reducing the balances in an orderly manner through revenue reductions.

Response – We reduced the garbage fees charged during the prior year and will review the activity.

Conclusion – Response accepted.

IV-J-12 Inactive Capital Projects

Comment – The Capital Projects Fund – Avenue H Account is inactive.

Recommendation – The City should make the appropriate transfer to close the account.

Response – The City plans to use the account in the future to repair the road and costs would be absorbed at that time.

Conclusion – Response accepted.